

WELWYN HATFIELD BOROUGH COUNCIL
CABINET – 7th January 2025
REPORT OF EXECUTIVE DIRECTOR (RESIDENT SERVICES AND CLIMATE
CHANGE)

AWARD OF CONTRACT FOR AIDS AND ADAPTATIONS

1 Executive Summary

- 1.1 The council requires a contractor to provide aids and adaptation services for private and public sector housing
- 1.2 This report provides details of the process to appoint a Contractor to undertake these services

2 Recommendation(s)

- 2.1 That Cabinet agrees to award the contract for Aids and Adaptation Services to Gracelands Complete Maintenance Services Limited to commence on 1st April 2025 and continue for an initial period of 3 years with a possible extension of a further one year.

3 Explanation

- 3.1 The Council has a duty to provide Aids and Adaptation services to private and public sector housing. This includes adaptations such as level entry showers / wet rooms and external ramps
- 3.2 The contract also includes a requirement for the contractor to provide administration services in relation to private sector disabled facility grant applications
- 3.3 Following an advert, 12 bids were returned and after an initial check for compliance were evaluated against the agreed criteria of 50% price and 50% quality.
- 3.4 Gracelands Complete Maintenance Services scored highest against the evaluation criteria. Details of all the scores are included in the Part 2 report
- 3.5 The contract will be let as two workstreams (private and public sector) with the private sector housing workstream being able to be terminated after the first year. This will enable the council to consider other options on delivery of this service.

Implications

4 Legal Implication(s)

- 4.1 The procurement has been undertaken in accordance with the Public Contracts Regulations 2015

5 Financial Implication(s)

- 5.1 Further details of the bids are provided in the part 2 report.
- 5.2 The contract payments will be contained within the current budgets,

6 Risk Management Implications

- 6.1 As with any procurement of this nature there is a risk of challenge from unsuccessful tenderers.

7 Security and Terrorism Implication(s)

- 7.1 None directly associated with this recommendation

8 Procurement Implication(s)

- 8.1 The Procurement has been undertaken in accordance with the Public Contracts Regulations 2015

9 Climate Change Implication(s)

- 9.1 Part of the tender evaluation was allocated to climate change initiatives. Responses from the winning bidders included sustainable vehicle technology and working with local job centres to recruit local labour.

10 Human Resources Implication(s)

- 10.1 None directly associated with this recommendation

11 Health and Wellbeing Implication(s)

- 11.1 None directly associated with this recommendation

12 Communication and Engagement Implication(s)

- 12.1 None directly associated with this recommendation

13 Link to Corporate Priorities

- 13.1 The subject of this report is linked to the Council's Corporate Priority 'Homes to be proud of'.

14 Equality and Diversity

- 14.1 An EqIA was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

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